



County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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March 8, 2006

Board of Supervisors

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From: David Sanders, Director *DS*
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Department of Public Social Services

DECEMBER 20, 2005 AMENDMENT TO BOARD AGENDA ITEM #44: SKID ROW OUTREACH STRATEGIES

INTRODUCTION

On December 20, 2005, your Board instructed the Department of Public Social Services (DPSS) and the Department of Children and Family Services (DCFS) to further enhance Skid Row Outreach efforts by making the Skid Row Family Outreach Team's (SROT) first priority child safety. In addition, it was requested that the Departments provide a monthly update on the status of the project.

The following is a second monthly update on the status of the coordinated service enhancements made in order to assure child safety, provide ongoing case management and enforce the Board's zero tolerance policy for families on Skid Row and the related outreach activities.

SERVICE ENHANCEMENTS

On January 23, February 7, 9, 10, and 22, 2006, representatives from DPSS, DCFS, DMH, and the CAO Services Integration Branch met. The meetings were called by the CAO Service Integration Branch as a result of the CAO assuming a lead role relative to the plan for services to families on Skid Row. The purpose of the meetings was to create an Enhanced Family Diversion Plan to Assure Child Safety, Enforce Zero Tolerance Policy and identify services and funding gaps for Homeless Families on Skid Row. Please refer to the attached Enhanced Family Diversion Plan – Attachment I.

In summary, these meetings resulted in the following recommendations and actions.

1. **RECOMMENDATION:** DPSS Eligibility staff will extend their hours of availability to complete eligibility assessments at the Union Rescue Mission (URM) and the Midnight Mission (MM).

ACTION TAKEN: DPSS Eligibility staff is co-located in each of the Missions and at the Weingart Center and has expanded their hours of operation on Skid Row.

The DPSS Eligibility team is now present to complete eligibility assessments at Union Rescue Mission beginning at 7:00 AM until 5:00 PM and at the Midnight Mission (MM) beginning at 6:00 AM until 7:30 PM.

DCFS has expanded its presence on Skid Row. With the assistance of DPSS, DCFS has secured approval from URM to co-locate a Children's Social Worker beginning at 8:00 AM to 5:00 PM. DCFS is continuing to seek approval from the Midnight Mission to co-locate a Children's Social Worker at MM as well. The Emergency Response Command Post staff is now conducting outreach in Skid Row, between the hours of 6:00 PM - 9:00 PM Monday through Friday. The staff also patrols the area on Saturdays and Sundays.

DCFS is currently in the process of finalizing a Memorandum of Understanding (MOU) with the Los Angeles Police Department and the Los Angeles City Attorney to outstation a CSW at the Central Police Station between the hours of 4:00 PM and 2:30 AM. Approval of the MOU is anticipated within the next thirty days.

2. **RECOMMENDATION:** DCFS staff on Skid Row will be provided with electronic access to the Child Welfare System/Case Management System in order to determine if a family on Skid Row has had past DCFS involvement.

ACTION TAKEN: Access to identify open DCFS cases is currently available through two means: Access to the DPSS LEADER system and the DCFS Child Welfare Systems/Case Management Systems. DPSS computers provide access to general information regarding the status of open or closed cases. The CWS/CMS database currently accessible through the DCFS Child Abuse Hotline provides detailed information regarding the previous case history. In addition, DCFS will pursue the allocation of a laptop computer for the outstationed DCFS staff to provide them with direct access to the CWS/CMS database for purposes of data entry into the system.

The DCFS Child Protection Hotline is also maintaining an internal flagging system to ensure that child abuse and neglect referrals related to the Skid Row area are flagged and expedited for assignment to the regional office. The purpose of this flagging system is to facilitate and expedite processing of Skid Row referrals generated from

within the zip code area of 90013 to assure child safety and to maximize the coordination of services to homeless families.

3. **RECOMMENDATION:** DPSS will complete a questionnaire on all homeless families to collect data; specific reasons for homelessness; and the level of services provided on every homeless family encountered on Skid Row for the purposes of creating a database that will be shared by the Team.

ACTION TAKEN: The first meeting of the Database workgroup was held on February 23, 2006 at which time the team reviewed the Homeless Questionnaire developed by DPSS. Please refer to Attachment II. Each of the departments serving Skid Row homeless families and LAHSA will be able to input information into the database on the families they serve and have access to general information regarding the identification of the agencies currently involved in providing services to the Skid Row homeless families.

4. **RECOMMENDATION:** DPSS will utilize Contract Housing locators to locate permanent housing outside of Skid Row.

ACTION TAKEN: DPSS will have Contract Housing Locators available in July 2006.

5. **RECOMMENDATION:** A uniform case management protocol for the Skid Row families is needed to ensure that all agencies are working together and using consistent standards.

ACTION TAKEN: DMH will create the case management protocol based upon the success of the Homeless Families Project that began in 2002. The case management protocol was completed by DMH on March 2, 2006 and is currently out for review by the other Departments.

As of February 13, 2006, representatives from DPSS, DCFS, DMH, and LAHSA have been meeting weekly to evaluate the Skid Row Family Outreach Team (SROT) procedures, meet with the SROT members, and conduct a weekly case review with the SROT members. The program managers will continue to meet weekly to evaluate the program.

DCFS also established a new supplemental risk assessment protocol specific to use by the SROT DCFS members and the DCFS staff who will be co-located at the Missions. The purpose of the new tool is to ensure that the following issues are addressed with every homeless family encountered by the SROT: Previous DCFS history, History of Refusing Community Services, History of Domestic Violence and Mental Health, Inability to Provide Minimum Sufficient Level of Parenting, Parent's Failure to Protect the Child, Caretaker's Explanation for Homelessness, Parent's Inability to Access Services, Chronicity of Homelessness, Caretakers Ability to Meet The Child's Immediate Needs for Supervision, Food, Clothing, and/or Medical/Mental

Health Care Needs, and Physical Living Conditions Immediately Threatening to the Health and/or Safety of the Child. (Please refer to Attachment III - the Supplemental Safety Assessment tool).

DCFS has developed a policy specific to a Parent's Failure to Provide a Child with Adequate Housing to ensure child safety in working with families without adequate shelter. Final approval is anticipated within thirty days.

DCFS has provided training specific to the assessment and detection of child abuse and neglect by professionals who work to serve the Skid Row population on a daily basis. To date the following agencies have been trained:

December 9, 2005 – Family Preservation Service Providers/Downtown collaborative;
January 17 and 18, 2006 – DPSS Homeless Case Managers and Administrators;
February 22, 2006 – DCFS CAHL SCSW's, ERCP ARA's and SKID ROW STAFF.

Training for Central City Service Providers is scheduled for Monday, March 13, 2006.

EXPANSION OF CONTRACTED SERVICES

- On January 27, 2006, DCFS held a meeting with Para Los Ninos to discuss implementation of Family Preservation Services in Skid Row. It was identified at this meeting that there are no specified funds for family preservation services specific to Skid Row. However, Para Los Ninos agreed to work with homeless families on Skid Row and have set aside slots for these families from the current funding allocated through SPA 4's family preservation funds for open SPA 4 DCFS cases.
- On January 30, 2006, DCFS held a phone conference with the Family Support Manager of Hillside's Family Services. Hillside's reports that it is willing to be involved in the Homeless Project on Skid Row by providing services to the families who are vouchered for temporary housing from Skid Row into the local motels. However, it has no money available to support a new project and no resources to provide shelter or housing. Hillside's will meet with DCFS, Para Los Ninos and other agencies on the Homeless Project in order to establish a plan of services. The date of the meeting will be arranged.
- On February 14, 2006, representatives from DCFS, Para Los Ninos, Hillside's, Assistance League, California Hospital, and the Institute for Multi-Cultural and Counseling Education Services (IMCES) met at Amanecer Counseling Center. The purpose of the meeting was to address Service Expansion and Coordination, Interagency Partnership, and assure Child Safety for the Homeless Families on Skid Row. As a result of the meeting, two additional agencies agreed to service families identified by the Skid Row Outreach Team (SROT). The agencies are El Centro Del Pueblo and Institute for Multi-Cultural and Counseling Education Services (IMCES).

- In the event that any of these agencies exceeds its annual allocation as a result of providing these services for the families on Skid Row, DCFS will supplement the funding by an additional 10%. Currently the DCFS member of the SROT will make the initial referral to the family preservation agency. As families are relocated to other areas outside of Skid Row, the SROT CSW will make a referral to the respective area Family Preservation agency. The SROT CSW will identify and refer families that are not enrolled in the CalWORKs Welfare to Work Program and are therefore not eligible to the full range of CalWORKs homeless benefits through DPSS. The plan for services includes 90 days of case management services directed towards overcoming obstacles for the family to maintain stable housing.
- One Family Preservation agency, Para Los Ninos, is currently serving homeless families on Skid Row. Four additional agencies have agreed to begin services upon receipt of training. The agencies are Assistance League, Hillside, El Centro Del Pueblo, and IMCES. The agencies have identified a need for training to equip their staff to work effectively with homeless families. Para Los Ninos has agreed to provide special training for this purpose and has submitted a training proposal. The training dates will be arranged.

MONTHLY OUTREACH ACTIVITY REPORT

Attached is the January 2006 statistical report on the activities of the Skid Row Outreach Team and the DPSS eligibility staff outstationed on Skid Row. Please see Attachment IV.

ADDITIONAL RELATED MEETINGS HELD

- On January 26, 2006, The Los Angeles Central Providers Collaborative and the Los Angeles Health and Human Services Department hosted a special planning meeting with DCFS and DPSS. The purpose of the meeting was to further discuss and update the initial plan developed at the November 3, 2006 meeting regarding for the strategies to provide services to the homeless families in the Skid Row area.
- On January 31, 2006, representatives from DPSS, DCFS, LAHSA, Public Counsel, and Public Health attended the First 5 LA Roundtable: Homeless Families in Skid Row. First 5 LA hosted the policy roundtable to discuss existing and potential collaboration among county agencies to address service needs of homeless families in Skid Row. This meeting was a direct response to the December 20, 2005 Board Motion focusing on the issue of **child safety** among homeless families. The goals included the following: Assure Child Safety, Enforce Zero Tolerance Policy, Assure Service Coordination, and Ensure Well-Being of Families. The strategies identified included the following: Service Expansion & Coordination, Interagency Partnership,

Evaluation of Outreach Services, Policy & Regulatory Changes and On-Going Monitoring. The next meeting will take place in March 2006.

- On February 22, 2006, Beyond Shelter sponsored a meeting for the members of the Homeless Families working group. The purpose of the meeting was to plan for the first meeting to re-convene the L.A. Countywide Coordinating Council for Homeless Families. The first meeting is scheduled for March 22, 2006.

SUMMARY AND CONCLUSION

The Department of Children and Family Services and Public Social Services remain committed to attaining the goals of assuring child safety, providing ongoing case management and enforcing the Board's zero tolerance policy for families on Skid Row. We are excited about the new opportunities that have been identified during the collaboration between County Departments and the community agencies that will assist Skid Row families in the care and protection of children.

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Attachments:

- I. Enhanced Family Diversion Plan
- II. Homeless Questionnaire
- III. Supplemental Safety Assessment
- IV. Monthly Report on Skid Row Outreach Strategies

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

**ZERO TOLERANCE FOR FAMILIES ON SKID ROW
ENHANCED FAMILY DIVERSION PLAN
March 7, 2006**

1. Child Safety:

Child safety is our first concern. For this reason, DCFS staff working on Skid Row will clear all cases on their Child Welfare System/Case Management System (CWS/CMS) to determine if the family has had past involvement with DCFS. If there is probable cause for further investigation, DCFS will also access the Department of Justice's (DOJ) database, recognizing the inherent dangers of Skid Row environment on children.

A joint interview for services/benefits will be conducted by DPSS and DCFS. In addition, DCFS will conduct a child risk assessment on all families

The ability to share data across departments is found in Welfare and Institutions Code, which allows for "multi-disciplinary teams" who are engaged in the "prevention, identification, and treatment of child abuse" to share confidential information within the team members.

2. Skid Row Family "Early Morning" Screening Teams:

DPSS Skid Row Family Teams are stationed at the Union Rescue Mission (URM) and Midnight Mission (MM), Monday through Friday. The Team serving MM is on duty at 6:00 a.m., and the Team serving URM is on duty at 7:00 a.m. Both teams end at 7:30 p.m.

Sunday through Thursday, URM and MM will identify any family who comes into the shelter during the night and will bring that family to the County Team prior to the family leaving the shelter.

DCFS staff will join DPSS at the URM beginning March 13, 2006. We are waiting approval from MM management permitting DCFS to collocate with DPSS at that location.

LAHSA, DMH and a DHS Public Health Nurse are available to the teams on an "on-call" basis from 8 a.m. to 5 p.m. to provide services, e.g. housing vouchers, transportation, mental health assessment, clinical needs.

Upon completion of assessment and dependent on their needs, families will be transported to either the Weingart Family Access Center, Downtown Mental Health Center (DMH), and eventually housing. (See #6 below.)

3. Single Homeless Families Database for All Agencies:

As a part of the Enhanced Skid Row Family Diversion Plan, DPSS will create a database that will be web-based for use by all involved County departments and LAHSA. The data will include family name, location, service dates, reasons for homelessness, family circumstances, service needs, services provided, and all other information deemed necessary to provide appropriate services. Families will be asked to sign a *Consent to Share Information* form, should one be needed, to allow the exchange of information beyond the multi-disciplinary team.

Once the database is created, LAHSA's existing data will be incorporated to maintain one system for all homeless families on Skid Row. This will ensure that we identify unique family counts and avoid duplicate counts. The database will be up and running in five weeks.

4. Housing Assistance Needs of Skid Row Families:

The housing goal for Skid Row families is permanent housing with strong case management to ensure the families stay connected with necessary supportive services. In order to find adequate permanent housing and provide rental assistance to enable the families to afford the housing, a number of avenues will be pursued:

- Pending the location of permanent housing opportunities as discussed below, short term housing at extended stay hotels outside of Skid Row will be explored for Skid Row Families.
- The City of Los Angeles will be requested to provide Section 8 vouchers or other rental assistance funding.
- If appropriate, the Mental Health Services Act Housing Fund will be accessed to provide rental assistance.
- County general fund support for rental assistance through the Board directed Housing Trust Fund may also be accessed after the fund is established in the 2006-07 budget.

5. Families Ineligible for DPSS housing assistance:

Funding needs to be identified for families, including undocumented families, which do not meet the requirements to receive DPSS housing assistance and other services. For families which are not eligible for some or all DPSS housing assistance, non-DPSS funding will be needed to cover the ineligible families. In some instances, DCFS Family Preservation funding may be available for these families. For other cases, County general fund may be the only funding source. In addition, this Skid Row homeless family population also needs to have case management to ensure that they are moved out of Skid Row and receive adequate supportive services to keep them out of Skid Row. With general fund support, DCFS will provide case management services for this group of families.

These families should have the same short term housing placement as discussed in number 4 above.

6. Skid Row (SR) Housing Locators:

DPSS expects to have their Contract Housing Locators available in July 2006. DPSS funded Locators may be used to locate permanent housing outside Skid Row for eligible (CalWORKs or GR) families only. With County general fund support, DPSS will use their housing locators for families who are ineligible for DPSS services as well. Other County departments may also contract with the DPSS Housing Locators firm.

7. Transportation:

The Skid Row Family Outreach Team currently provides transportation to the Skid Row homeless population to connect them with services and housing. The Skid Row Family "Early Morning" Screening Teams will require morning access to this transportation in order to connect families to:

- Weingart Family Access Center
- DMH Skid Row Clinic
- Housing for families

8. Uniform Assessment Tool and Case Management Protocol:

A uniform assessment tool and Homeless Families Questionnaire and Service Referral Form for the Skid Row families will ensure that all agencies are working together, gathering consistent information and using the same standards.

DMH case management protocol for the CalWORKs Homeless Families Project is the most intensive case management protocol. That protocol will be used as a model for families needing the full array of services.

The case management protocol was completed on Thursday March 2, 2006. It is intended that the protocol will be used by the following County departments and other Skid Row service partners:

DPSS
DCFS
DMH
LAHSA
Weingart
MM
URM

DPSS/DMH/DCFS case management will geographically move with the family as it transitions out of Skid Row.

DPSS has developed and implemented an assessment tool for use with all homeless families which addresses the full range of the family's circumstances, and included health-related questions provided by the Department of Health Services. DCFS has developed a specific child safety assessment tool for use by the DCFS CSW on the Skid Row Outreach Team and the CSWs who will be collocated at URM and, hopefully, also at Midnight Mission.

9. Training for Skid Row Providers and County Staff:

The County will develop a training program for County staff and other Skid Row service providers on the uniform assessment tool and case management protocol. The training program will also include information on the roles and responsibilities of the Zero Tolerance for Families on Skid Row Enhanced Family Diversion Plan. As noted in Attachment A, the training will take place the week of March 27, 2006.

10. Family Diversion Plan Accountability:

The CAO will convene the key managers of the departments of DCFS, DHS, DMH and DPSS along with representatives of LAHSA, Weingart, Midnight Mission and the Union Rescue Mission on a bi-monthly basis to collect information and data about the outcomes for families encountered and served by the Skid Row Family Screening Teams and the Skid Row Outreach Teams. The outcomes to be measured include: when the family was moved out of Skid Row, where the families are currently housed, what type of housing they occupy (emergency, transitional or permanent), what the planned next step for housing is and when it is to occur, what supportive services each member of the family is receiving, DCFS' assessment of the child(ren)'s well-being, and the case manager's assessment of the family's stability.

Homeless Case Management Tracking System

Implementation Schedule

- Development 2/13 – 3/17
- User Identification 2/27 – 3/3
- Testing 3/18 – 3/24
- Training 3/27 – 3/31
- Implementation 4/1

Pre-Loading of Database

- Prior to implementation, LAHSA's database will be automatically loaded to the new database (week of 3/27)
- Once system is operational, DPSS Homeless Case Managers will update all of the manual data collected to this date and enter it into the system.

System Users

- DPSS, DMH, DCFS, DHS, LAHSA
- Approximately 150 users

Sharing of Data

- Multi-Disciplinary Teams (MDT) – team of three or more persons who are trained in the prevention, identification and treatment of child abuse and neglect cases and who are qualified to provide a broad range of services related to child abuse. This team can share information without a family member's signed consent form as long as all other criteria are met.
- Family's Signed Consent form – needed to share information if not an MDT.
- If a family member refuses to sign the consent form and MDT does not apply, the tracking system will allow only that department to view, update, or select that department's data. The display to other departments will only be "referred to ____ department", along with department contact person's name/number.

Tracking System Access

- The application will be displayed at DPSS, DMH, DCFS, and DHS websites.
- The system will store all data, and not allow for overrides.
- The system will have drop down menus to the extent possible.
- Sorting of data will be classified by day and department.
- DPSS will manage the database and make all programming changes.
- Data Dictionary of terms will be developed.
- Operational Handbook for each department/agency as well as the Skid Row Outreach Team will be developed.

Data to be Captured

- LAHSA data existing in their current database
- DPSS Homeless Questionnaire data
- Child Safety data from DCFS
- Service data from DPSS, DMH, DCFS, DHS, and LAHSA
- Other pertinent data identified by the County

HOMELESS QUESTIONNAIRE

INTERVIEWER SCRIPT: "I would like to learn more about you, what circumstances led you to become homeless, what kind of problems you face, and whether or not your needs are being met. Your honest responses are appreciated. This information will be shared with other County departments to provide services to you and your family. You may refuse to answer any question that makes you feel uncomfortable."

Have you already been asked this type of questions? ☐ YES ☐ NO (If YES, approximate date: _____ and by whom (person or department who completed the questionnaire): _____).

If YES, has anything changed since the last time these questions were asked from you? ☐ YES ☐ NO (If YES, what information has changed?)

- a) General/Household Composition (Section A)
- b) Homeless history (Section B)
- c) Education/Employment information (Section C)
- d) Income information (Section D)
- e) Medical history (Section E)
- f) Service needs (Section F)
- g) Nutrition/hunger information (Section G)
- h) DPSS services information (Section H)
- i) Referrals information (Section I)

NOTE: Proceed to update only section of the questionnaire that changed and enter information onto database.

INTERVIEWER: Read every question, and all the possible responses to respondent and record answer(s).

SECTION A (General and Household Information)

Name:	Date of Birth (mm/dd/yy):
SS# (if known):	Primary Language:
Race/Ethnicity:	Category: <input type="checkbox"/> Family <input type="checkbox"/> Individual
CalWORKs Aided: <input type="checkbox"/> YES <input type="checkbox"/> NO , if YES, CalWORKS grant:	
Employed: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Skid Row Family <input type="checkbox"/> YES <input type="checkbox"/> NO , if YES, Family referred by (Name of Agency): Agency phone # (if known):	

1. Let's begin by talking a little about each member of your family, including yourself:

[illegible]

ATTACHMENT II

2. If you indicated that any of your children are not in school, please state the reason:

	No transportation	No permanent address	Has a disability	Needs special education	Not of school age	Other (Specify):
Child 1						
Child 2						
Child 3						
Child 4						
Child 5						
Child 6						
Child 7						
Child 8						
Child 9						
Child 10						

SECTION B (Homeless History)

3. Is this the first time you have been homeless?

<input type="checkbox"/> YES (Skip Q, 6 & 7)	<input type="checkbox"/> NO
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4. Where were you living at the time you became homeless most recently?

<input type="checkbox"/> Los Angeles County	<input type="checkbox"/> Other State in U.S.A.
<input type="checkbox"/> Southern California	<input type="checkbox"/> Skid Row Area of Los Angeles
<input type="checkbox"/> State of California	<input type="checkbox"/> Foreign Country

5. If you indicated Los Angeles County in Q. 4, what city in Los Angeles County?

6. How long have you been homeless since you last lived in a permanent housing situation?

<input type="checkbox"/> Less than 30 days	<input type="checkbox"/> 1 year
<input type="checkbox"/> 1 to 3 months	<input type="checkbox"/> 2 years
<input type="checkbox"/> 4 to 6 months	<input type="checkbox"/> 3 years
<input type="checkbox"/> 7 to 11 months	<input type="checkbox"/> More than 3 years

7. In the last 12 months, how many times have you been homeless (including this last time)?

<input type="checkbox"/> One time	<input type="checkbox"/> Four times
<input type="checkbox"/> Two times	<input type="checkbox"/> Five times
<input type="checkbox"/> Three times	<input type="checkbox"/> Six times

8. In the last three years, how many times have you been homeless (including this last time)?

<input type="checkbox"/> One time	<input type="checkbox"/> Four times
<input type="checkbox"/> Two times	<input type="checkbox"/> Five times
<input type="checkbox"/> Three times	<input type="checkbox"/> Six times
<input type="checkbox"/> More than six times	

9. In the last 30 days, have you tried to access a shelter or transitional housing facility in Los Angeles County and been turned away?

<input type="checkbox"/> YES, a shelter	<input type="checkbox"/> NO (Skip Q 10)
<input type="checkbox"/> YES, a transitional housing	

10. Why were you turned away?

<input type="checkbox"/> No beds available	<input type="checkbox"/> I was pregnant
<input type="checkbox"/> Alcohol/drugs problem	<input type="checkbox"/> Couldn't follow shelter rules
<input type="checkbox"/> I have a disability	<input type="checkbox"/> Didn't accept pets
<input type="checkbox"/> Didn't accept friend or family currently living with me	<input type="checkbox"/> Didn't accept male teenager child/ren
<input type="checkbox"/> No ID	<input type="checkbox"/> Don't know

Other (Specify):

ATTACHMENT II

11. What do you think is the main reason or condition that led to your current homelessness (Choose only one)?

Landlord raised rent	Unemployment, Lost job, Laid off
Mental Health	Family violence
Illness or medical problem	Divorce or separated
Cash aid reduced	Alcohol/Drug use
Released from jail or prison	Emancipated from foster care
Friend/family asked me to leave	Argument with landlord, asked to leave
Eviction	Hospital discharge
Illness of family member or child	
Don't know / Declined to state	
Other (Specify):	

12. Which of the following best describes where you are currently most often living at night? (Check only one)

Outdoors, streets, parks	Transitional housing
Automobile, van, camper	Backyard, storage structure, garage
Attic, basement	Emergency shelter
Motel/hotel	Other shelter
Abandoned building	
A place in a house not normally used for sleeping (kitchen, living room, den, etc.)	
Other (Specify):	

13. Immediately prior to becoming homeless (this time), did you (or were you) (Choose only one):

Own a home	In jail or prison
Rent a home/apt.	In the hospital
Staying w/friends	In foster care
Living with family	In a treatment program
Living in subsidized housing <input type="checkbox"/> City Section 8 <input type="checkbox"/> County Section 8 <input type="checkbox"/> Other (Specify):	
Other (Specify):	

14. Do you currently have a Section 8 application pending?

YES	NO
If YES, <input type="checkbox"/> City Section 8 <input type="checkbox"/> County Section 8 If City, which Housing Authority:	
For how long?	

15. What is preventing you from living or finding permanent housing?

Can't afford rent	Housing availability
No job/No earnings	Transportation
Criminal record	Eviction record
Bad credit	Don't want to
Moving costs too high (security deposits, first or last month's rent)	
Other (Specify):	

16. Are you willing to relocate to another County/city if affordable housing was available?

YES	NO
Specify County/City:	

SECTION C (Education/Employment Information)

17. What is the highest level of education you have completed?

No HS Diploma	BA/MA Degree
High School/GED	Advanced Degree
AA Degree	Technical Certification
Some college, no degree	

18. Are you currently attending some type of school?

YES	NO
If YES, where and what courses are you taking:	

19. Are you currently employed?

No, unemployed
Yes, part-time How long?
Yes, full-time How long?

ATTACHMENT II

20. Why aren't you employed? (Check all that apply)

<input type="checkbox"/>	Need education	<input type="checkbox"/>	Criminal record
<input type="checkbox"/>	Need training	<input type="checkbox"/>	No transportation
<input type="checkbox"/>	No permanent address	<input type="checkbox"/>	No work permit, no social security #
<input type="checkbox"/>	Need clothing	<input type="checkbox"/>	No tools for trade
<input type="checkbox"/>	No phone	<input type="checkbox"/>	No child care
<input type="checkbox"/>	No shower facility	<input type="checkbox"/>	Health problems
<input type="checkbox"/>	Disabled	<input type="checkbox"/>	No jobs
<input type="checkbox"/>	Don't want to work	<input type="checkbox"/>	Other/Declined to state

21. What skills do you currently have that would allow you to become employed?

List all skills:

SECTION D (Income Information)

22. What is your current source of income/benefits? (Check all that apply)

<input type="checkbox"/>	Full-time job	<input type="checkbox"/>	Part-time job
<input type="checkbox"/>	CalWORKs	<input type="checkbox"/>	Food Stamps
<input type="checkbox"/>	SSI Benefits (Participant)	<input type="checkbox"/>	SSI Benefits (Spouse)
<input type="checkbox"/>	SSI Benefits (Children)	<input type="checkbox"/>	SDI Benefits (Children)
<input type="checkbox"/>	Temporary State Disability	<input type="checkbox"/>	Child Support/Alimony
<input type="checkbox"/>	Unemployment Benefits	<input type="checkbox"/>	VA or Other Pension
<input type="checkbox"/>	Other (Specify):		

23. What is your total (gross) monthly income from all other sources (excluding CalWORKs/Food Stamps)

<input type="checkbox"/>	\$0	<input type="checkbox"/>	\$301 to \$600
<input type="checkbox"/>	Under \$100	<input type="checkbox"/>	\$601 to 900
<input type="checkbox"/>	\$101 to 300	<input type="checkbox"/>	Over \$900

SECTION E (Medical Information)

24. Where do you usually get medical attention?

<input type="checkbox"/>	Urgent care clinic	<input type="checkbox"/>	Public health clinic
<input type="checkbox"/>	Private doctor	<input type="checkbox"/>	Friends/family
<input type="checkbox"/>	Hospital Emergency room	<input type="checkbox"/>	VA Hospital
<input type="checkbox"/>	Free clinic	<input type="checkbox"/>	Community clinic
<input type="checkbox"/>	Don't ever go	<input type="checkbox"/>	Don't know
<input type="checkbox"/>	Other (Specify):		

25. How many times in the last year have you used the emergency room for any treatment?

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26. Since you became homeless (this last time), have you needed medical attention and been unable to receive it?

<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
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26a. If you answered YES to Q 26, what was the medical need and the reason you were unable to receive medical attention?

--

ATTACHMENT II

Public Health Screening Questions

27. Does your child (children) have medical insurance?

YES	NO
-----	----

28. Does your child(children) have a regular doctor?

YES	NO
-----	----

29. How would you rate your and your child's (children's) overall health?

	Poor	Fair	Good	Very good	Excellent
Adult 1					
Adult 2					
Adult 3					
Child 1					
Child 2					
Child 3					
Child 4					
Child 5					
Child 6					
Child 7					
Child 8					
Child 9					
Child 10					

30. How would you prefer to receive health information?

Oral presentation	Written materials
From service agencies you are familiar with	From the Health Department

If any adult female, please answer the following questions; if no adult female, stop here.

31. When was the last time you had a:

	Less than 1 year	Between 1-3 years	Between 3-5 years	Over 5 years	Never	N/A
Breast exam						
PAP test						
General physical						
If over 40 yrs. Old - Mammogram						

32. Could you be or are you pregnant now?

YES	NO
-----	----

33. Have you received prenatal care?

	YES	NO
Current pregnancy (if applicable)		
Previous pregnancy (s)		

SECTION F (Service Needs)

34. In the past 6 months, did you or any family member request services from any of the following agencies? (Indicate Y or N)

	County Hospital or medical clinic	Social Security	Veteran's Administration	Foster Youth Emancipated Foster Youth	Dept. of Rehabilitation	Dept. of Community & Senior Services	Unemployment Office	School District
Adult 1								
Adult 2								
Adult 3								
Child 1								
Child 2								
Child 3								
Child 4								
Child 5								
Child 6								
Child 7								
Child 8								
Child 9								
Child 10								

35. Have you previously received any of the following services?

28a. Department of Children and Family Services.

YES When:	NO
-----------	----

28b. Family Preservation Services

YES When:	NO
-----------	----

28c. Has your child(ren) been previously removed from your care?

YES When:	NO
-----------	----

28d. Do you have any children in foster care at this time?

YES	NO
-----	----

ATTACHMENT II

36. Let's talk about any situation/condition that you or any member of your family are currently experiencing, let me know if you are currently receiving any services for the situation/condition you stated and also let me know if you need a service referral for any situation/condition that may exist and for which you are currently not receiving any services.

	Domestic Violence	Physical Disability	Mental Health	Depression	Alcoholism	Drug Addiction	Current Services	Service Needs not Met
Adult 1								
Adult 2								
Adult 3								
Child 1								
Child 2								
Child 3								
Child 4								
Child 5								
Child 6								
Child 7								
Child 8								
Child 9								
Child 10								

SECTION G (Nutrition/Hunger Information)

Interviewer: "I am going to ask you some questions about the food eaten in your household in the last 12 months, and whether you were able to afford the food you need. I am first going to read you two statements that people have made about their food situation. Please tell me whether the statement was OFTEN, SOMETIMES or NEVER true for you in the past 12 months."

37. "The food that we bought just didn't last, and we didn't have money to get more."

	Often true		Never true
	Sometimes true		Declined to state

38. "We couldn't afford to eat balanced/healthy meals."

	Often true		Never true
	Sometimes true		Declined to state

39. Since becoming homeless this last time, did you or other member of your household ever cut the size of your meals or skip meals, did you eat less than you should or were you ever hungry but didn't eat because there wasn't enough money for food?

	YES		NO
	Declined to state		

40. How often did this happen?

	Almost every month		Declined to state
	Some months but not every month		
	Only one or two months		

41. Are you using your CalWORKs cash aid to buy food?

	YES		NO
	Declined to state		

SECTION H (DPSS Services Information)

42. Have you ever received any of the following homeless/homeless prevention services from the Department of Public Social Services (DPSS)?

	When (mm/dd/yy)	How many days?	Amount \$	Was the request denied? (Y/N)
Homeless Assistance Temporary				
Homeless Assistance Permanent				
Temporary Homeless Assistance Program (THAP)+14				
Emergency Assistance to Prevent Eviction				
Moving Assistance				
Rental Assistance				
Housing Relocation				

SECTION I (Referrals/Outcome Information)**DCFS ONLY**

43. SERVICE NEEDS & REFERRALS:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:
Referral date: Service: Agency/Department: Service start date: Service end date: Referred by: Outcome:

DCFS Contact Name:
DCFS Contact Phone #:
DCFS Case Opened: <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Dates of Services: From: To:
DCFS Prior Services: <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Dates of Services: From: To:

SUPPLEMENTAL SAFETY ASSESSMENT SRFOT PROTOCOL

The purpose of the Supplemental Safety Assessment Skid Row Family Outreach Team (SRFOT) Protocol is to structure critical decisions for children who have been encountered by the SRFOT by:

1. Routinely monitoring critical case factors obtained by an evaluator
2. Help to structure the interview with a family, and
3. Expedite a referral to the Child Abuse Hotline when appropriate.

This SRFOT Procedural is applicable to all new clients encountered by the SRFOT Children's Social Worker.

The intent of this instrument is to assist the evaluator when assessing a family that lacks adequate shelter. It is an aide to identify issues that may raise the suspicion of child abuse. It is not intended to be an in-depth assessment of the family.

Client's Name: _____ Date: _____

Children: Name _____ Age _____ DOB _____
 Name _____ Age _____ DOB _____
 Name _____ Age _____ DOB _____
 Name _____ Age _____ DOB _____
 Name _____ Age _____ DOB _____

Location of Family: _____

Family Vouchered? _____ BY: _____

Location of Motel/Shelter: _____

Referred To Family Preservation? _____ Agency? _____ Date? _____

Referral to Child Abuse Hotline? No _____ Yes _____ Date: _____

Additional
Information: _____

1. Previous DCFS history- (Note: Prior DCFS referrals are the single most predictive indicator of future maltreatment.)

Parent's Self Report:

Prior death of a child as a result of maltreatment.
 Prior serious harm to child(ren)
 Termination of Parental Rights
 Prior Removal of children
 Prior or current DCFS case

CSW's Review of CWS/CMS history:

Prior serious harm to child(ren)
 Prior Termination of Parental Rights
 Prior Removal of children by CPS
Prior CPS substantiation for maltreatment.
Prior inconclusive CPS investigation factors to be considered
 Prior domestic violence which resulted in serious harm
Prior service failure to successfully complete CPS services.
 Prior or current DCFS case

Search Date: _____

RESULTS:

2. History of Community Service Refusal

Client Self Report:

CSW research: Have they been given referrals but not followed through on them?

By SROT:

By Community Service Agency:

SUPPLEMENTAL SAFETY ASSESSMENT SRFOT PROTOCOL

3. Domestic Violence History

Child(ren) exhibits anxiety (e.g., nightmares, and insomnia) related to situations associated with domestic violence.
Child(ren) cries, cowers, cringes, trembles, or otherwise exhibits fear as a result of the domestic violence.
Use of guns, knives, or other instruments in a violent, threatening, and/or intimidating manner.

Client Self Report:

DCFS record:

4. Mental Health History

Client Self Report:

DCFS record:

DMH record: (Consult with DMH SRFOT member)

5. Inability to Provide Minimum Sufficient Level of Parenting

There are a variety of issues to be considered in assessing parenting skills; drug impairment, alcoholism, developmental disabilities, mental health and lack of knowledge. Examples:

- The client has a history of keeping child(ren) in the shelter, away from school, away from childcare for extended periods of time.
- Current disability, mental illness, or substance abuse seriously impairs his/her ability to supervise, protect, or care for the child(ren).

6. Client fails to protect child(ren). This may include physical abuse, sexual abuse, or neglect.

- Client(s) fails to protect child(ren) from serious harm.
- Client(s) does not provide supervision necessary to protect child(ren) from potentially serious harm by others. Parental care and supervision is needed due to the environmental factors including, but not limited to, alcohol abuse, drug use, sex offenders, and/or mental illness among the person(s) a child has contact with or who may have access if proper supervision is not provided.
- Client is not considering the child(ren)'s age and/or developmental stage as a factor in parental supervision.

7. Client(s) explanation for the lack of adequate shelter is questionable or inconsistent with the explanation, and/or the immediate plan for shelter suggests that the child(ren)'s safety may be an immediate concern.

- Client(s)' explanation for their lack of adequate shelter or the cause of the lack of adequate shelter minimizes the extent of harm to the child.
- Factors to consider include age of child, location or quality of the temporary housing, exceptional needs of child(ren), or chronicity of the lack of adequate shelter.
- Client(s) intentionally coaches or coerces child(ren), in effort to hinder the assessment about the lack of adequate shelter.

8. Inability to Access Services

- The family that lacks adequate shelter is excluded from the services traditionally available through interventions, such as vouchers or shelters as they do not meet the basic requirements.
 - Ineligible as they receive SSI or other grants
 - They cannot meet technical program requirements.

- 3

**SUPPLEMENTAL SAFETY ASSESSMENT
SRFOT PROTOCOL**

ATTACHMMENT III

MONTHLY REPORT ON SKID ROW OUTREACH STRATEGIES

Month of: <u>January 2006</u>	This Month	Since 1/18/2005
A. Families seen by DPSS EWs and SROT		
1. Walk-ins at Weingart Access Center	11	143
2. Walk-ins at Midnight Mission	41	178
3. Walk-ins at Union Rescue Mission	9	27
4. Skid Row Outreach Team (See Note)	14	414
a. Taken/referred to the Weingart Access Center/Midnight Mission/URM	1	36
b. Not taken/referred to the Weingart Access Center/Midnight Mission/URM	13	378
Total (from A.1+ 2+3+4)	75	762
B. Families Receiving or Referred to CalWORKs		
1. Number of families receiving CalWORKs	55	393
2. Number of families referred to CalWORKs	14	70
3. Number of families who declined a CalWORKs referral	6	249
Total (B.1+2+3)	75	762
C. Reason Families Decline a CalWORKs Referral (from B.3)		
1. Immigration status	0	0
2. Receiving aid in another state	0	3
3. Concerned with DCFS involvement	0	0
4. Child custody issues	0	0
5. Refused to state	1	1
6. Other (state reason) No eligible child	5	6
Total (C.1+2+3+4+5+6)	6	10
D. Families Referred To CalWORKs (from B.2)		
1. Approved and issued CalWORKs	11	43
2. Denied CalWORKs (i.e., excess income, working full-time)	0	18
3. Not processed (client walked out)	3	9
Total (D.1+2+3)	14	70
E. Homeless Services (from B.1, D.1 and D.3)		
1. Approved and issued homeless services (HA)	23	196
2. Denied homeless services (not homeless, exhausted benefits)	31	210
a. Exhausted benefits/Referred for emergency shelter/voucher	10	139
b. Not homeless/Staying with friends/relative or other housing arrangement	21	71
3. Declined DPSS Homeless Services	17	81
Total (E.1+2+3)	71	493
F. Reason for Declining Homeless Services (from E.3)		
1. Already participating in a homeless program with a shelter/mission	5	23
2. Other arrangement (state arrangement) Living with friends/relatives	12	13
Total (F.1+2)	17	36
G. Welfare-to-Work (from B.1 and D.1)		
1. In GAIN/Employed	27	244
2. GAIN Exempt (disabled, under 1, caring for disabled relative, child only, etc.)	28	215
3. Time Limited	4	20
Total (G.1+2+3+)	59	59
H. Department of Mental Health (DMH) Services		
1. Evaluated for the CalWORKs Homeless Families Project	0	75
2. Referred for Clinical Assessment/Referred to Downtown Mental Health	8	86
3. Referred for Crisis Intervention	0	0
4. Referred for Psychiatric Mobile Response Team (PMRT) evaluation	0	0
5. No action needed	10	10
I. Department of Children & Family Services (DCFS)		
1. Screened by DPSS Eligibility workers	75	762
2. Conducted DCFS assessment by SROT	17	17
3. Referred to Child Protective Services/Hotline	3	5
4. Referred to Family Support Services (i.e., family intervention/counseling/etc.)	0	13
5. Checked for Prior Child Welfare History (since January 2006)	17	17

Note: Additionally, in January 2006, the SROT encountered 75 families previously seen.